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25-4480

OGC HAS REVIEWED.

13 August 1953

Memorandum for: SA/DD/A

From: Office of General Counsel

Subject: Proposed Notice [] LEAVE -
AMENDMENT OF THE ANNUAL AND SICK
LEAVE ACT

25X1A

1. We are returning herewith the concurrence sheet for the subject proposed notice. With the exception of paragraph 2, we have no legal objection to its issuance in its present form.

2. We have discussed with [] of your office a suggested revision of paragraph 2 of the proposed notice which might serve to point up the distinction between the earlier law and the amendment with respect to the determination of the leave year. A suggested redraft of paragraph 2 is attached hereto.

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Attachments -

Concurrence sheet
Suggested redraft

OGC/GHK:imm

Distribution -

Orig - Addressee

cc -- Chrono

cc -- Subject ✓

[] 25X1A

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2. LEAVE YEAR

a. QUESTION:

What is the significance of the beginning of the leave year and what changes are now made in determining the leave year?

ANSWER:

The beginning of the leave year is the date on which an employee forfeits the leave in excess of his ceiling. The beginning of the leave year is the first day of the first complete pay period in the calendar year. Under the earlier law the forfeiture of leave in excess of the authorized ceiling occurred at the end of the last complete pay period in the calendar year. For example, December 20, 1952, was the last day of the last complete pay period in the year 1952. Employees with accumulations of leave in excess of the authorized ceiling forfeited this excess on this day. If the present law had been in effect in December 1952, forfeiture would not have occurred until Sunday, January 4, 1953.

b. QUESTION:

What is the advantage to an employee of postponing the end of the leave year for one pay period?

ANSWER:

This postponement enables an employee to use the Christmas holiday period, a time when many people like to take leave, for the purpose of taking excess leave.

c. QUESTION:

When does the next leave year begin?

ANSWER:

It begins on January 3, 1954.

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MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment 1

25-4483

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10 August 1953

MEMORANDUM FOR: Comptroller
General Counsel ✓

SUBJECT: Proposed Notice [redacted] - AMENDMENT OF THE
ANNUAL AND SICK LEAVE ACT

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1. There is attached for your concurrence and comment, proposed Notice [redacted] which outlines the changes effected by Public Law 102, 63rd Congress, which amended the Annual and Sick Leave Act of 1951.

2. This Notice was submitted by the Personnel Director, who states that a copy has already been forwarded to the Comptroller.

3. It is requested that your comments and concurrences be submitted to this office by 14 August 1953 if at all possible.

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[redacted]

For the Special Assistant to the
Deputy Director (Administration)

Attachment:
Proposed Notice [redacted]

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BLM/mrf - SA/DD/A

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